

Renewal and Reconciliation Schedule, **Revised 4/5/2006**  
December 01, 2005 through January 31, 2007

County Welfare Departments  
County Data Processing Departments

**MEDS Bulletin**

**FINAL CALENDAR YEAR 2006 SCHEDULE FOR RECEIPT OF MEDS/CDB INPUT FOR RENEWAL AND RECONCILIATION (RECON)**

Attached is the final schedule for MEDS Renewal and for Reconciliation File Due Dates from December 01, 2005 through January 31, 2007.

**The 04/05/2006 revision modifies the grouping of CalWIN Counties and the CalWIN reconciliation schedule. The groups are modified to balance the number of reconciliation transactions in each group to approximately 700,000 transactions. The schedule is modified to spread each group into a separate month in the quarter rather than all CalWIN counties reconciling on the same month in the quarter.**

**For the April 2006 reconciliation, the existing grouping will be used, with the new processing dates. Both the new grouping and the new processing dates are effective with the May 2006 reconciliation. See below for a definition of CalWIN Test and a discussion of CalWIN conversion.**

The MEDS Renewal dates are based on allowing, whenever possible, two work days after the cutoff for 10 day notice mailings for counties to get MEDS updated with holds and termination actions prior to our running MEDS Renewal. The Renewal schedule also reflects processing time needed by the state after MEDS Renewal for file/report production and distribution prior to the start of the upcoming month. These time frames are similar to previous years.

We have scheduled recon file due dates based on our understanding of when during a month each county can best create their recon file. We have also scheduled them so that update files that counties create on or before the day their recon file is created will be processed in a MEDS daily update prior to processing that county's recon file. We try to run recons on week days, to the extent possible, to facilitate contacting county staff if problems are identified during the reconciliation process. The recon schedule also takes into consideration the number of counties DHS Data Guidance staff can reasonably contact if problems are identified and the transaction volumes that can be reasonably processed during a nightly batch update.

This schedule includes the monthly post implementation reconciliations that will be run for counties that have recently converted to CalWIN. During the conversion period, counties submitting monthly reconciliations are included in the processing schedule for CalWIN Test. As CalWIN counties complete conversion and begin submitting quarterly reconciliations, they will be included in the processing schedule for CalWIN 1, 2 or 3 as indicated on the MEDS reconciliation county group list. Counties converting to CalWIN submit their last legacy system reconciliation file for processing after MEDS Renewal for the month in which they will convert to CalWIN. That reconciliation is part of the conversion process and is therefore included in the CalWIN conversion schedule rather than in this schedule. It should be noted that some county reconciliations may not occur as indicated on this schedule depending on actual conversion dates for counties converting to CalWIN during this time period.

The MEDS Recon process is a single process for both Food Stamp clients and all other county clients (except IHSS) reported to MEDS. Counties may send two Recon files, one for Food Stamp eligibles and a second file for all other county eligibles reported to MEDS, or may send all records in a single file. Counties

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that have some of their eligibles reported from a different county system (e.g., for special pilot programs) may chose to send separate recon files from each system. Each county should make sure that data guidance is aware of how many files you will be sending for your recon process.

As part of the changes associated with the IHSS waiver, since IHSS aid codes no longer confer Medi-Cal eligibility and since IHSS eligibility is determined in CMIPS, MEDS will have a separate recon process with CMIPS for all IHSS clients. IHSS eligibility will no longer be reconciled in the county reconciliation process.

Note: Reconciliation files may be transmitted to MEDS as soon as they are created, if they are created a day or so prior to the due date. The files and their related record counts must be received by no later than 7AM on the Recon File Due Date to allow adequate time for DHS Data Guidance to verify receipt of appropriate files and to prepare for the actual reconciliation process.

If you have any questions, please contact Helen Donahue, MEDS Data Guidance Unit at (916) 440-7236 or [HDonahue@dhs.ca.gov](mailto:HDonahue@dhs.ca.gov).

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**MEDS Renewal and Reconciliation Schedule**  
**December 01, 2005 Through January 31, 2007**

**December 2005**

06, Tuesday      Recon File Due – CalWIN Test      (Process 12/07 Wed)

27, Tuesday      Renewal Night

**January 2006**

03, Tuesday      Recon File Due – WCDS 1      (Process 01/04 Wed)

04, Wednesday      Recon File Due – WCDS 2      (Process 01/05 Thu)

05, Thursday      Recon File Due – WCDS 3      (Process 01/06 Fri)

05, Thursday      Recon File Due – CalWIN 1      (Process 01/06 Fri)

05, Thursday      Recon File Due – CalWIN Test 1      (Process 01/06 Fri)

06, Friday      Recon File Due – CalWIN 2 & 3      (Process 01/09 Mon)

06, Friday      Recon File Due – CalWIN Test 2 & 3      (Process 01/09 Mon)

24, Tuesday      Renewal Night

24, Tuesday      Recon File Due – ISAWS 1      (Process 01/25 Wed)

25, Wednesday      Recon File Due – ISAWS 2      (Process 01/26 Thu)

26, Thursday      Recon File Due – ISAWS 3      (Process 01/27 Fri)

**February 2006**

03, Friday      Recon File Due – CalWIN Test 1      (Process 02/06 Mon)

06, Monday      Recon File Due – CalWIN Test 2      (Process 02/07 Tue)

22, Wednesday      Renewal Night

22, Wednesday      Recon File Due – C-IV      (Process 02/23 Thu)

24, Friday      Recon File Due – LEADER      (Process 02/25-26 Sat/Sun)

28, Tuesday      Recon File Due – Other Counties      (Process 03/01 Wed)

**March 2006**

03, Friday      Recon File Due – CalWIN Test 1      (Process 03/06 Mon)

06, Monday      Recon File Due – CalWIN Test 2      (Process 03/07 Tue)

24, Friday      Renewal Night

**April 2006**

04, Tuesday      Recon File Due – WCDS 1      (Process 04/05 Wed)

05, Wednesday      Recon File Due – WCDS 3      (Process 04/06 Thu)

04, Tuesday      Recon File Due – CalWIN 1      (Process 04/05 Wed)

05, Wednesday      Recon File Due – CalWIN 2 and 3      (Process 04/06 Thu)

05, Wednesday      Recon File Due – CalWIN Test      (Process 04/06 Thu)

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24, Monday      Renewal Night

24, Monday      Recon File Due – ISAWS 1      (Process 04/25 Tue)

25, Tuesday      Recon File Due – ISAWS 2      (Process 04/26 Wed)

26, Wednesday Recon File Due – ISAWS 3 (Process 04/27 Thu)

## May 2006

04, Thursday      Recon File Due – CalWIN 2      (Process 05/05 Fri)

05, Friday	Recon File Due – CalWIN Test 2	(Process 05/08 Mon)
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24, Wednesday    Renewal Night

24, Wednesday Recon File Due – C-IV (Process 05/25 Thu)

26, Friday      Recon File Due – LEADER      (Process 05/27-28 Sat/Sun)

## June 2006

06, Tuesday      Recon File Due – CalWIN 3      (Process 06/07 Wed)

07, Wednesday Recon File Due – CalWIN Test 3 (Process 06/08 Thu)

23, Friday    Renewal Night

**July 2006**

05, Wednesday Recon File Due – CalWIN 1 (Process 07/06 Thu)

06, Thursday	Recon File Due – CalWIN Test 1	(Process 07/07 Fri)
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25, Tuesday      Renewal Night

25, Tuesday      Recon File Due – ISAWS 1      (Process 07/26 Wed)

26. Wednesday Recon File Due – ISAWS 2 (Process 07/27 Thu)

27, Thursday Recon File Due – ISAWS 3 (Process 07/28 Fri)

## August 2006

04, Friday      Recon File Due – CalWIN 2      (Process 08/07 Mon)

07, Monday	Recon File Due – CalWIN Test 2	(Process 08/08 Tue)
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24, Thursday      Renewal Night

24, Thursday      Recon File Due – C-IV      (Process 08/25 Fri)

25, Friday      Recon File Due – LEADER      (Process 08/26-27 Sat/Sun)

## September 2006

06, Wednesday Recon File Due – CalWIN 3 (Process 09/07 Thu)

07, Thursday	Recon File Due – CalWIN Test 3	(Process 09/08 Fri)
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25, Monday      Renewal Night

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**October 2006**

04, Wednesday	Recon File Due – CalWIN 1	(Process 10/05 Thu)
05, Thursday	Recon File Due – CalWIN Test	(Process 10/06 Fri)

25, Wednesday    Renewal Night

25, Wednesday	Recon File Due – ISAWS 1	(Process 10/26 Thu)
26, Thursday	Recon File Due – ISAWS 2	(Process 10/27 Fri)
27, Friday	Recon File Due – ISAWS 3	(Process 10/30 Mon)

**November 2006**

06, Monday	Recon File Due – CalWIN 2	(Process 11/07 Tue)
07, Tuesday	Recon File Due – CalWIN Test	(Process 11/08 Wed)

27, Monday        Renewal Night

27, Monday	Recon File Due – C-IV	(Process 11/28 Tue)
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**December 2006**

01, Friday	Recon File Due – LEADER	(Process 12/02-03 Sat/Sun)
06, Wednesday	Recon File Due – CalWIN 3	(Process 11/07 Tue)

26, Tuesday        Renewal Night

**January 2007**

04, Thursday	Recon File Due – CalWIN 1	(Process 01/05 Fri)
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24, Wednesday    Renewal Night

24, Wednesday	Recon File Due – ISAWS 1	(Process 01/25 Thu)
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25, Thursday	Recon File Due – ISAWS 2	(Process 01/26 Fri)
26, Friday	Recon File Due – ISAWS 3	(Process 01/29 Mon)

**\*\* NOTE:** Any files to be processed prior to Renewal must be received by 2:30 PM on the day of Renewal. Reconciliation files and their related record counts must be received by no later than 7AM on the Recon File Due Date.

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## MEDS Reconciliation County Groups

ISAWS 1	ISAWS 2	ISAWS 3
=====	=====	=====
02 Alpine	12 Humboldt	08 Del Norte
03 Amador	18 Lassen	09 El Dorado
04 Butte	21 Marin	17 Lake
05 Calaveras	22 Mariposa	28 Napa
06 Colusa	23 Mendocino	29 Nevada
11 Glenn	25 Modoc	32 Plumas
13 Imperial	26 Mono	35 San Benito
14 Inyo	C 27 Monterey	46 Sierra
15 Kern	C 39 San Joaquin	47 Siskiyou
16 Kings	45 Shasta	52 Tehama
20 Madera	51 Sutter	53 Trinity
		55 Tuolumne
		58 Yuba

WCDS 1	WCDS 2	WCDS 3
=====	=====	=====
10 Fresno	01 Alameda	37 San Diego
31 Placer	07 Contra Costa	42 Santa Barbara
34 Sacramento	30 Orange	43 Santa Clara
40 San Luis Obispo	38 San Francisco	44 Santa Cruz
54 Tulare	41 San Mateo	48 Solano
57 Yolo	56 Ventura	49 Sonoma

CalWIN 1	CalWIN 2	CalWIN 3
=====	=====	=====
07 Contra Costa	34 Sacramento	01 Alameda
31 Placer	37 San Diego	10 Fresno
38 San Francisco	43 Santa Clara	30 Orange
40 San Luis Obispo		
41 San Mateo		
42 Santa Barbara		
44 Santa Cruz		
48 Solano		
49 Sonoma		
54 Tulare		
56 Ventura		
57 Yolo		

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C-IV	LEADER	Other Counties
=====	=====	=====
24 Merced	19 Los Angeles	56 Ventura
33 Riverside		
36 San Bernardino		
50 Stanislaus		

NOTE: Ventura is listed in two groups as they will move from the Other Counties recon group to the CalWIN 2 recon group based on completion of their conversion.

Legend for Recon File Sources

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C - Separate County File Sent In Addition To Consortium System File